

EFFECTIVE

June 1, 2011.

SUBJECTS

1. Citizenship and alien status.
2. Systematic Alien Verification for Entitlements (SAVE).
3. Child support.
4. Deceased recipient match.
5. Reporting changes.
6. School attendance.

**1) CITIZENSHIP/
ALIEN STATUS****BEM 225****All Types of Assistance**

This item now includes the criteria that must be met for a person born abroad to U.S. citizens to meet U.S citizenship.

The I-688, Employment Authorization Card is no longer acceptable verification of alien status.

Reason: Request for policy clarification and expiration of document.

2) SAVE**BEM 225A****All Types of Assistance**

Changes made to correspond with Bridges processes.

Reason: Policy correction.

3) CHILD SUPPORT**BEM 255**

The Absent Parent/Child link is necessary for any group member who has been or is currently a dependent child while a parent was/is absent. A new link is necessary when the parent/caretaker changes. Actions that result from the Bridges interface with the Michigan Child Support Enforcement System have more clear description. The distinction between the support certification date and the original ongoing month are clearly defined.

Reason: Policy clarification.

4) DECEASED RECIPIENT MATCH

BAM 808

All Types of Assistance

The new Deceased Recipient Match will be an automated process through data received by Bridges.

Instances where Bridges cannot determine a match will result in a new alert and report DM-304.

A wizard for processing this report was developed and should be used.

Reason: Bridges implementation of the Deceased Recipient Match process.

5) REPORTING CHANGES

BAM 105

FIP

FIP exception was added to the 10 day reporting changes rule:

A parent or other FIP caretaker must notify the department of a child's absence from the home within **five** days of the date it becomes clear to the caretaker that the child will be absent for 30 days or more. This does not meet temporary absence requirements.

Reason: Policy consistency.

6) SCHOOL ATTENDANCE

BEM 245

FIP Only

Report cards are no longer acceptable verification of current school attendance.

FIP age requirements for school attendance are as follows:

Children ages 16 through 19 must meet one of the conditions described below:

- A child age 16 or 17 must be a full-time student or participate with JET.
- A child age 18 must attend high school full-time.
- A child age 19 must be a full-time high school student and graduate (or complete the requirements to graduate) before age 20.

Reason: Policy update.

**MANUAL
MAINTENANCE
INSTRUCTIONS**

Changed Items (content changes) ...

**BAM 105
BAM 405
BAM 808
BEM 150
BEM 210
BEM 225
BEM 225A
BEM 230B
BEM 245
BEM 255
BEM 618
BEM 630
BEM 711**

Changed Items (link changes only) ...

**BEM 222
BEM 540**